

# NATIONAL HONOURS AND AWARDS - CIVIL HONOURS NOMINATION FORM – 2024

<b>Surname with Title</b> (Mr/Mrs/Miss/Rev/Dr/Prof/etc)	<b>First Name</b>	<b>Other Names</b>
<b>Place of Birth: (Parish &amp; Country)</b>		<b>Date of Birth:</b>
<b>* Nationality: (*If dual nationality please indicate which countries)</b>		<b>Marital Status:</b>
<b>Home Address:</b>		<b>Telephone:</b>
		<b>Email:</b>
<b>Profession/Occupation</b>  <i>(*State previous employment if Nominee is retired)</i>	<b>Position:</b>	<b>Organization:</b>
	<b>Address:</b>	<b>Telephone:</b>
		<b>Email:</b>
	<b>Date of Retirement (*if Applicable):</b>	
<b>*Award for which you are nominating this candidate</b>  <i>(*See awards categories in guidelines attached and review carefully)</i>	<input type="checkbox"/> <b>Order of Merit - OM</b> <input type="checkbox"/> <b>Order of Jamaica - OJ</b> <input type="checkbox"/> <b>Order of Distinction Commander Class - CD</b> <input type="checkbox"/> <b>Order of Distinction Officer Class - OD</b> <input type="checkbox"/> <b>Badge of Honour for Gallantry - BH(G)</b> <input type="checkbox"/> <b>Badge of Honour for Meritorious Service - BH(M)</b> <input type="checkbox"/> <b>Badge of Honour for Long and Faithful Service - BH(L)</b>	
<b>Previous National Honours/ Awards held by Candidate</b> <i>(indicate date(s) conferred if known)</i>		
<b>*Citation for Award</b> (Cite critical national service/contribution) to be recognised: <i>*for service to the field of .....</i> <i>*for contribution to the development of.....</i>		
<b>Declaration of Integrity of Candidate to Nominator's certain knowledge</b> <i>(NB: criminal convictions prevent eligibility)</i>		
<b>NOMINATOR</b>  <i>(NB: Nomination Invalid if information incomplete)</i>	<b>Name:</b>	
	<b>Occupation:</b>	<b>Organization:</b>
	<b>Address:</b>	<b>Telephone:</b>
		<b>Email:</b>
	<b>Relationship to the Nominee:</b>	
<b>Signature:</b>	<b>Date</b>	

**Basis of the Recommendation of the Candidate:**

**Signature of Nominator:** \_\_\_\_\_

***Please see the attached Notes and Guidelines for Nominations***

## Notes

**All applicable fields of this form should be completed. The form is confidential when completed. To maintain confidentiality, it is preferable that the nominee not be informed that he/she has been nominated.**

**\*\*Additional Data** in the form of a current and brief biographical outline which includes the nominee's achievements or details of service rendered may be attached as well as other information that might be of assistance in the selection process.

**\*\*Nationality**

It should be noted that if the nominee is a citizen of a country other than Jamaica, the Government of Jamaica is required to obtain the approval of the relevant Commonwealth or foreign government **prior to** the award of any Order or Decoration to the nominee.

**\*\*Honours and Awards for which a candidate may be nominated:**

**(a) Orders of the Societies of Honour**

- The Order of Merit [OM]
- The Order of Jamaica [OJ]
- The Order of Distinction:
  - in the rank of Commander [CD]
  - in the rank of Officer [OD]

**(b) The Badges of Honour (Members of the Uniformed Services are not qualified)**

- For Gallantry [BH(G)]
- For Meritorious Service [BH(M)]
- For Long and Faithful Service [BH(L)]

**\*\* Please see Guidelines for Nominations attached**

**The completed form duly signed by the nominator should be submitted through the Ministry or organization from which it was obtained or can be submitted directly to:**

**The Chancery of the Orders of the Societies of Honour  
Office of the Prime Minister  
1 Devon Road, Kingston 10**

**Or may be transmitted electronically to the Chancery via email: [chan-prot@opm.gov.jm](mailto:chan-prot@opm.gov.jm)**

### ***DISCLAIMERS***

#### **IT SHOULD BE NOTED THAT:**

**NOMINATIONS ARE VALID WHEN SUBMITTED TO THE CHANCERY OF THE ORDERS OF THE SOCIETIES OF HONOUR DURING THE PERIOD JANUARY 01 TO MARCH 31, 2024**

**ALL SHORT-LISTED CANDIDATES WILL BE SUBJECT TO A PROCESS OF DUE DILIGENCE INVESTIGATION WHICH MAY INCLUDE CONFIDENTIAL SECURITY AND INTEGRITY REPORTS FROM PERTINENT AUTHORITIES**

**ONLY PERSONS SELECTED WILL BE CONTACTED BY THE CHANCERY OF THE ORDERS OF THE SOCIETIES OF HONOURS**

## Guidelines for Nominations

Honours & Awards	Regulations	Criteria for Nomination	Types of Awards
<b>THE ORDER OF MERIT [OM]</b> <b>(Recipients styled “The Honourable”)</b>	The National Honours and Awards [Order of Merit] Regulations, 1970.	The Honour of the Order may be conferred upon: (i) any citizen of Jamaica who has achieved eminent international distinction in the field of science, the arts, literature or any other endeavour; (ii) any distinguished citizen of a country other than Jamaica.	(i) Members – Up to a maximum of 15 alive; (ii) Honorary Members – (Citizens of a country other than Jamaica); (iii) The Honour of the Order may be conferred posthumously.
<b>THE ORDER OF JAMAICA [OJ]</b> <b>(Recipients styled “The Honourable”)</b>	The National Honours and Awards [Order of Jamaica] Regulations, 1970.	The Honour of the Order may be conferred upon: (i) any Jamaican citizen of outstanding distinction; (ii) any distinguished citizen of a country other than Jamaica.	(i) Members (ii) Honorary Members - (Citizens of a country other than Jamaica); (iii) The Honour of the Order may be conferred posthumously.
<b>THE ORDER OF DISTINCTION</b> <b>in the ranks of:</b> - Commander [CD] - Officer [OD]	The National Honours and Awards [Order of Distinction] Regulations, 1970.	The Honour of the Order may be conferred upon: (i) any citizen of Jamaica who renders outstanding and important services to Jamaica; (ii) upon any distinguished citizen of a country other than Jamaica.	(i) Members (ii) Honorary Members - (Citizens of a country other than Jamaica); (iii) The Honour of the Order may be conferred posthumously.
<b>THE BADGE OF HONOUR:</b>  <b>(a) For Gallantry [BH(G)]</b>  <b>(b) For Meritorious Service [BH(M)]</b>  <b>(c) For Long and Faithful Service [BH(L)]</b>	The National Honours and Awards [Badge of Honour] Regulations, 1970	Awarded to civilian residents of Jamaica (i.e. persons born in Jamaica or who have been ordinarily resident in Jamaica for not less than ten years prior to the date of the award).  Awarded to persons who have performed acts of Gallantry or acts of heroism or have shown great courage in circumstances of extreme danger.  Awarded to persons who have rendered loyal and meritorious service beneficial to Jamaica.  Awarded to persons who have rendered long and valuable service worthy of special recognition.	The award may be made posthumously or during the lifetime of the recipient.